



May 19, 2000

The Honorable Steve Peace, Chair  
Joint Legislative Budget Committee  
State Capitol, Room 3080  
Sacramento, CA 95814

Dear Senator Peace:

Pursuant to the Government Code Section 13332.06, the Department of General Services (DGS) is required to report annually a listing of all leases of office copy machines made in the previous fiscal year. The report shall include an explanation as to why each copier was leased rather than purchased.

Leased copiers are no longer "pre-approved" by the DGS as they were in past years, so we no longer capture this data. However, state agencies, in response to a DGS survey, reported eleven (11) copiers were leased during the 1998/99 fiscal year, as follows:

<u>Department</u>	<u>Quantity Leased</u>	<u>Explanation</u>
Department of Forestry	One	Short term lease for 2 months
Public Utilities Commission	One	More cost effective to lease rather than purchase
California Science Center	Nine	Purchase funds not available

If you have any questions on this information, please contact Dennis Ericson, Acting Deputy Director, Procurement Division, DGS, at (916) 323-6297.

Sincerely,

CLIFF ALLENBY, Interim Director  
Department of General Services

CA:DE:pj

cc: See Distribution List #1  
Dennis Ericson, Acting Deputy Director, Department of General Services,  
Procurement Division

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Legislative Analyst  
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